

Office Memorandum • UNITED STATES GOVERNMENT

TO : Colonel Briggs

DATE: December 9, 1946

FROM : [REDACTED] 25X1A9a

SUBJECT: Weekly Report - Week Ending, December 6, 1946

I. Projects carried over from previous week:

1. NIR - China and Collection Plan to implement - awaiting clearance by agencies of Collection Plan.
2. The Third Agency Rule - recommendations being made to deter IAB proper on this.
3. SBS and GMDS - awaiting further study.

II. Projects planned but not yet initiated:

1. NIR - Middle East. Awaiting publication of NIR-China.
2. Coordination of reporting manuals and index system. Awaiting employment by ORE of librarian. ✓
3. Measures to set up Central Biographic Reference Index File. Awaiting employment by ORE of Chief of Biographic Branch. ✓

III. Projects initiated during week reported on:

1. Preparation of draft NIA Directive on Production (with Adams). Awaiting study and another ICAPS conference.

IV. Projects completed during week reported on:

None.

V. Projects expected to be completed during coming week:

1. III (1) above.
2. I (2).

VI. Projects expected to be carried over the following week:

1. I (1).
2. I (3).
3. II (1), (2), (3).

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January 6, 1947

MEMORANDUM FOR MR. EDGAR:

Subject: Weekly Report - Week ending January 3, 1947.

I. Projects carried over from previous week:

1. NIR-China.
2. Liaison Plan with IAB (Ops Memo 3).
3. Establishing Liaison with departments and agencies other than IAB.
4. Transfer of SDS and GMDs - awaiting further study.

II. Projects planned but not yet initiated:

1. NIR-Middle East - awaiting publication of NIR-China.
2. Central Biographic Reference Index File - awaiting procurement of Chief of Biographic Branch.

III. Projects initiated during week reported on:

1. None.

IV. Projects completed during week reported on:

1. Ops Memo 3 (Liaison Plan) prepared and concurred in by Offices - awaiting final draft for publication.

V. Projects expected to be completed during coming week:

1. I (2) and (3) above.

VI. Projects expected to be carried over to following week:

1. I (1) and (4).
2. II (1) and (2).

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